



**OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT
SOLE SOURCE DETERMINATION (SSD)**

(TO BE SUBMITTED TO OPTFM UPON COMPLETION OF RFIN)

AGENCY CONTACT INFORMATION SUBMITTING SOLE SOURCE DETERMINATION

Agency Name: MS Department of Public Safety MS Forensics Lab
Agency Contact: Sam Howell, Director Phone: 601-506-5081
Agency Contact Email Address: 215 Allen Stuart Drive, Pearl, MS 39208
RFIN #: 1711-16-R-RFIN-0013

SOLE SOURCE INFORMATION (Part A)

Vendor: Carl Zeiss Microscopy, LLC
Vendor Contact: Sean Samaniego Phone: 800-633-6610
Vendor Contact Mailing Address: One Zeiss Drive, Thornwood, NY 10594
Vendor Contact Email Address: _____
Vendor Contact Fax Number: 914-681-7465
Date Form Submitted: 11/5/15 Commodity: Purchase upgrade to 2 existing scanning elc
Other Description/Information: _____
Total Value \$ 12,304.80

QUALIFYING INFORMATION (Part B)

Were any objections to the sole source determination regarding this commodity received by the Agency?

☐ YES ☐ NO

If "yes", did the Agency appeal to PPRB? ☐ YES ☐ NO

What was the outcome of the appeal to PPRB? _____

**If Agency received no objections to sole source determination, complete entire form and submit with P-1 Request.
If PPRB approval received, please complete the remainder of this form and submit with P-1 Request. If PPRB did not
approve, the Agency is required to submit the procurement of the commodity to an advertised competitive bid or selection
process. Once competitive bid or selection process is complete, attach this form (SSD) as an internal attachment to P-1
request and do not complete (Part C).*

PPRB APPROVAL RECEIVED (Part C)

What efforts were made by the Agency to determine that the proposed provider is the only entity that can provide the commodity needed?

The ability to upgrade the scanning electron microscopes can only be performed by the manufacturer of the Zeiss Evo scanning electron microscopes.

What efforts were made to ensure the best possible price for the commodity was obtained?

Carl Zeiss Microscopy, LLC has quoted the MS Crime Lab a ten percent discount. All options to obtain the best possible price for the commodities have been taken.

Why is the commodity the only one that can meet the needs to the Agency?

The ability to upgrade the scanning electron microscopes can only be performed by the manufacturer of the Zeiss Evo scanning electron microscopes.

Why is the amount expended for the commodity reasonable?

Amount is within the expected price range of the items requested.

The following items must be attached to your P-1:

1. Letter from Agency head, or designee, outlining the results of the procedures that have been detailed above.
2. Copy of SSD form and any accompanying documents.
3. Copy(s) of OSS, if applicable.
4. Original quote, signed by Vendor. Electronic quotes do not require the signature of the Vendor.

See 31-7-13(b) or 3.108.03.1 of Procurement Manual.